

CITY OF GLENDALE CUSTOMER CHECKLIST FOR BACKFLOW PREVENTION ASSEMBLY INSTALLATIONS

The customer is responsible for arranging for both the installation and testing of the backflow prevention assembly. The installation is to be performed by a contractor licensed by the Registrar of Contractors office.

The following checklist will assist the customer in the installation process.

1. ☐ Obtain a copy of the City of Glendale standard installation detail.
2. ☐ Obtain the list of recognized backflow prevention assembly testers.
3. ☐ Obtain the Backflow Assembly Installation Permit Application.
4. ☐ Bring the completed Backflow Assembly Application to the Development Services Center, located at 5850 West Glendale Avenue, second floor of the City of Glendale Municipal Office Complex, in order to obtain a installation permit. (Check with your contractor, they may take care of this for you).
5. ☐ Complete the installation of the assembly. Be sure to leave all piping exposed for inspection.
6. ☐ Have the assembly tested by a certified tester. The tester will provide the customer with the original test result form.
7. ☐ Call for inspection. The inspector must be provided with the original copy of the test result form.
8. ☐ Inspection **rejected** (red tag or orange correction notice). Make any needed corrections noted on the red tag or correction notice, and recall for inspection.
9. ☐ Inspection **approved** (green tag). Project complete. Backfill any open trenches.

If you have any questions or need assistance with this matter, please call Jeff Kolb, the City's Cross Connection Control Specialist, at 623-910-3329.